

## **Associate General Counsel**

The Division of TennCare, Tennessee Department of Finance and Administration, is currently seeking a qualified, experienced attorney for the position of Associate General Counsel. This attorney will be a part of the Regulatory Unit of the Office of the General Counsel (OGC).

### **Overview**

The Division of TennCare is made up of the Bureau of TennCare (the Tennessee Medicaid program), the Office of eHealth Initiatives, the Strategic Planning Initiatives Group and Cover Tennessee. OGC provides legal advice and counsel to the Division of TennCare. The Regulatory Unit within OGC specifically handles a wide variety of matters including drafting, editing, and assisting with promulgating rules for the Agency, analyzing impact of proposed legislation, and Human Resources employment claims.

### **Position Description**

The attorney will be part of the Regulatory Unit and will be responsible for assisting with reviewing legislation, state rules, federal regulations, policies and other documents. The attorney will be required to assist with promulgation of TennCare rules. Additionally, the attorney will support the TennCare Human Resource office in handling human resource and EEOC matters, including administrative litigation, as well as harassment, discrimination and compliance projects. Finally, it is anticipated this attorney will support other units within OGC as well as handle projects and research as directed by the General Counsel and Regulatory Unit Deputy.

### **Requirements**

The ideal candidate will have experience reviewing and revising complex rules and regulations in a healthcare context, including familiarity with promulgation of Agency rules in Tennessee. Experience in regulatory, administrative and employment law is not required but is preferred. The candidate should be prepared to learn complex and new subject areas in healthcare and Medicaid law, rulemaking as set out in the Tennessee Administrative Procedures Act, as well as the intricacies of legislative drafting and analysis. This person should be able to maintain excellent professional and inter-personal relationships and possess the ability to take on multiple tasks and a wide variety of issues.

In order to be successful, the person in this role must be detail oriented and have demonstrable organization, facilitation, communication, and presentation skills.

Applicants must hold a current, valid license to practice law in Tennessee.

The Tennessee Department of Human Resources title for this position is Attorney 3. Please submit cover letters, resumes, and any writing samples to: [hcfa.ogc@tn.gov](mailto:hcfa.ogc@tn.gov).

*Pursuant to the State of Tennessee's Workplace Discrimination and Harassment policy, the State is firmly committed to the principle of fair and equal employment opportunities for its citizens and strives to protect the rights and opportunities of all people to seek, obtain, and hold employment without being subjected to illegal discrimination and harassment in the workplace. It is the State's policy to provide an environment free of discrimination and harassment of an individual because of that person's race, color, national origin, age (40 and over), sex, pregnancy, religion, creed, disability, veteran's status or any other category protected by state and/or federal civil rights laws.*